

**Governance & Medical Control**  
**Meeting Minutes for August 23, 2001**  
**Embassy Suites North**  
**Los Angeles, California**  
**10:00am – 3:00pm**

**I. Introductions**

Members Present: Chuck Baucom, Ron Mayfield, Jan Ogar, Lou Meyer, David Nevins, Virginia Hastings, Dick Mayberry, Aaron Ferguson, Barbara Pletz, Michael Osur, Joe Barger, and Sheldon Gilbert.

Non-Members Present: Steve Andriese, Miranda Swanson, and Leonard Inch.

The minutes from the last meeting were approved by consensus.

The agenda was approved by Leonard Inch, and seconded by Lou Meyer.

**II. Agenda**

?? Discussion of Objective 3 – EMSA Director Qualifications

1. A group of Governance committee members, together with CAL-ACEP representatives and CMA representatives, will begin to draft some language for an administrative and medical director component at EMSA and the necessary legislative change.
2. Lou, Virginia, Dick, Joe, Ray, Ron and Jan volunteered to be on the committee.

?? Update on the League of Cities / CSAC Study – *Aaron Ferguson*

1. A draft of the report has been developed. League of Cities and CSAC will review it before the release of the document.
2. CSAC and LOC will meet to discuss the report next week.
3. Barbara Pletz will make sure that the timelines get out to everyone, or an update given on the status.

?? Presentation / Discussion of LEMSA Assessment Process – *Steve Andriese*

1. The LEMSA Assessment would be scheduled every 5 years. For the first five years, it will be voluntary. The cost would be any travel and/or lodging.
2. The EMSA will be evaluating the LEMSAs on their interactions with the EMS Authority.
3. The EMS System Plan Appraisal has not been developed yet.
4. Major Issues:
  - ~~///~~ Should it be mandatory or voluntary?
  - ~~///~~ Who administers the program? State? EMSAAC? Outside agency?
  - ~~///~~ Complexity of Process – does there need to be an assessment workshop, or just survey? Is the survey too complex?
5. Issues from Governance:
  - ~~///~~ There was mention of piloting a LEMSA Assessment and Analysis of how it is working. Six agencies have agreed to pilot the assessment. There will be a separate assessment for the EMSA.
  - ~~///~~ Budget: It will cost hundreds of thousands of dollars for the assessment.
  - ~~///~~ County Position: Either purely voluntary or exist already in statute.
  - ~~///~~ Direction: Steve will put together a list of options where this could possibly be done.

- ?? Review and Discussion of the Governance Matrix
1. The major changes to the document are changing to an EMS Provider column and an EMS Agency column.
  2. The committee met to specify the items to be delegated to the LEMSA medical director.
  3. Suggestions:
    - ✍✍As a footnote to the matrix, change to: "Items that may be delegated by the LEMSA medical director."
    - ✍✍Under medical direction, it needs to state, "Ultimate responsibility rests with the agency medical director."
    - ✍✍Chuck, Joe and Sheldon will work on the language of this section and present it at the next meeting.
  4. Comments:
    - ✍✍You cannot separate the function of the agency medical director from the agency's responsibility. In the two columns of EMS Provider and EMS Agency, use an asterisk to indicate which items can be delegated if the medical director exists – (Chuck).
    - ✍✍Add a shared definition section.
    - ✍✍Identify dispatch times, communication, etc.
    - ✍✍Clarify standards of care, take out definitions, and define protocols and delivery. The matrix needs more work on the Integration of Health Care Services section – (Jan / Virginia). Virginia and Sheldon will work on this issue.
  5. At the next meeting, the group will discuss their recommendations for the document to send to the Vision Leadership Team.
- ?? Report on Discussion with EMDAC regarding Objectives 12, 13 and 14
1. Regarding the scope of practice flowchart, if a critical problem is discovered, it will go to the multi-disciplinary task force. If the multi-disciplinary committee reviews it and finds that it will not be functional, then the issue will be presented to the Commission.
  2. Comments:
    - ✍✍Is the decision and process only for new items? This is primarily for new items. What is the process for existing items and trial studies? Ron and Chuck will try to meet with the Scope of Practice committee next month.
    - ✍✍The scope of practice membership needs to be formalized.
    - ✍✍Ron will give the group an update at the next meeting in September.
- ?? Other Issues –
- Miranda's Status:  
As of October 1, Miranda will be filling Sheila Keller's position at the EMS Authority. However, she will continue with her work as the Vision Implementation Project's manager.

### III. Next Meeting

A conference call will be set up in a week. The group will review their schedules and look at some dates in October or around the time of the Commission in November.

